



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
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CHARLES D. BAKER
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Lieutenant Governor

MICHAEL J. HEFFERNAN
Secretary

RONALD J. ARIGO
Chief Human Resources Officer

MEMORANDUM

TO: Cabinet Secretaries, Department Heads and College Presidents

CC: Human Resources Directors

FROM: Ron Arigo, Chief Human Resources Officer

DATE: May 28, 2019

RE: 35th Annual Performance Recognition Program

State employees and their daily contributions throughout the workforce play a major role in the Commonwealth's successful delivery of quality services to its citizens. Outstanding employees set high standards for themselves and they motivate and influence their fellow workers to adopt similar standards. For thirty-five years, the Performance Recognition Program (PRP) has been an important means to publicly acknowledge and encourage outstanding performance. The Human Resources Division (HRD) is pleased to kick-off the 2019 program.

We will acknowledge the major award winners (Governor Paul Cellucci Award for Leadership and Mentoring in State Government, the Manuel Carballo Governor's Award for Excellence in Public Service, the Eugene H. Rooney, Jr. Public Service Award, and the Commonwealth Equity in Governance Award) at an award ceremony to be held at the State House in the Fall. As we did last year, we plan to invite the recipients of the Commonwealth Citation for Outstanding Performance to the event; however, they will continue to receive their citations within their own departments prior to the event. HRD encourages agencies to make a special event out of acknowledging their agency citation winners.

At this time, agency heads are asked to select their agency program coordinator who will work closely with HRD throughout the program cycle. A call-in meeting for all coordinators is scheduled for June 5 at 2 p.m. (conference call number will be provided to all coordinators in the days prior to the meeting). In order to choose the best person to fulfill this role, it may be helpful to review the [Agency Coordinator Role Description](#). Once the selection is made, please have your agency coordinator email a completed Agency Coordinator Form to Nancy Heidt at Nancy.Heidt@mass.gov.

For detailed award descriptions, key dates and forms, please visit the [PRP website](#).

Thank you for your support of the Performance Recognition Program.